

ADMINISTRATIVE - INTERNAL USE ONLY

PRINTING AND PHOTOGRAPHY DIVISION  
WEEKLY REPORT FOR PERIOD ENDING  
16 June - 22 June 1983

I. Items or Events of Major Interest that have Occurred During the  
Preceding Week

A. Television Activities: A Television Production Users Group meeting was held on Monday, 20 June 1983. Included in the topics for discussion were new building facilities, the DDI Computer Graphics Laboratory system for animation, P&PD Headquarters Auditorium takeover, and the acquisition of a foreign video tape conversion device. After the meeting, a briefing and demonstration was given on the new Panasonic Optical Memory Video Disc Recorder.

B. Computer Output Microfilm (COM): A test was conducted by the ODP Production Division to electronically transmit tape numbers to be microfiched to the COM Center for the payroll requirement. The test was successful and will allow P&PD to obtain the required tapes immediately after the job has been processed in the Ruffing Center instead of waiting until the next morning to retrieve the tapes. This change will give P&PD a 12 hour head start on processing, and procedures for utilizing this feature are being prepared by COM Center personnel.

C. ETECS: During this past reporting period, a significant amount of downtime has resulted from computer memory failures on the "C" System in Printing and Photography Building. It appears that this problem has been remedied, but concurrently the "A&B" System in Headquarters Building has been plagued with disk drive and switching mechanism failures. Personnel have worked around these problems, and critical deadlines have been met.

D. State Department Counter Memorial: All material is in process. Two volumes are complete, two volumes are being printed, and the final two are awaiting last minute changes in ETECS and are scheduled for printing on Thursday and Friday. Barring any last minute catastrophes, it is anticipated that the weekend delivery date will be met.

II. Significant Events Anticipated During the Coming Week

None

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